



**The Corporation of the Town of Essex**  
**Police Services Board Meeting Minutes**

January 4, 2024, 3:30 pm  
Location: Essex Municipal Building, 33 Talbot Street South

Present: Member - David Kigar  
Member - Karen Robertston  
Vice Chair - Kim Verbeek, Councillor, Ward 2

Absent: Chair - Sherry Bondy, Mayor  
Member - Timothy Meloche

Also Present: Chief Administrative Officer - Doug Sweet  
Executive Assistant to the CAO and Council - Sarah Bell  
Inspector - Angela Ferguson  
Acting Staff Sergeant, Alesia Beauchamp

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at [clerks@essex.ca](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

**1. Call to Order**

The Vice Chair called the meeting to order at 3:29 PM.

**2. Land Acknowledgement**

We acknowledge that this land is the traditional territory of the Three Fires Confederacy of First Nations (comprised of the Ojibway, the Odawa, and the Potawatomi Peoples), and of the Huron-Wendat Peoples. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island who have been living and working on the land from time immemorial.

**3. Declarations of Conflict of Interest**

There were no declarations of conflict of interest noted at this time.

**4. Adoption of Published Agenda**

**4.1 Police Services Board Meeting Agenda for January 4, 2024**

**EPSB-01-01**

Moved By David Kigar

Seconded By Karen Robertston

**That** the published agenda for the January 4, 2024 Police Services Board Meeting be adopted with the following amendments:

1. That Agenda Item 6.2 be added to include an order of New Business to discuss the Community Safety and Policing Act, 2019 - In Force Date.

2. That Agenda Item 6.3 be added to include an order of New Business to discuss the parking issues at the Little House of Cupcakes.

**Carried**

## **5. Adoption of Minutes**

### **5.1 Police Services Board Minutes for December 7, 2023**

#### **EPSB-01-02**

Moved By Karen Robertston

Seconded By Councillor Verbeek

**That** the minutes of the Police Services Board meeting held December 7, 2023 be adopted as circulated.

**Carried**

## **6. New Business**

### **6.1 Jackson Street Community Safety Zone**

Doug Sweet, Chief Administrative Officer, advised that the Director of Infrastructure Services will notify him when all the signs are up in the Jackson Street Community Safety Zone, likely in early January.

### **6.2 Community Safety and Policing Act, 2019 - In Force Date**

Doug Sweet, Chief Administrative Officer, advised that the new Community Safety and Policing Act and new detachment board comes into effect on April 1, 2024.

Mr. Sweet explained that he has an upcoming meeting scheduled with the Town of Tecumseh and Municipality of Lakeshore to discuss the composition and elements of the new detachment board.

Mr. Sweet went on to explain that current members appointed by the Province will be sent a notice to determine if interest still exists in the position. Current members appointed by the municipality will see new postings advertised.

### **6.3 Little House of Cupcakes**

Doug Sweet, Chief Administrative Officer, notified the Ontario Provincial Police ("OPP") of the parking issues near the Little House of Cupcakes on Talbot Street. Mr. Sweet advised that new black bollards located near the laneway between the Little House of Cupcakes and Five Star Image has caused the public to believe it is a parking space, when in fact it is not. Mr. Sweet explained that cars parked illegally in this space have blocked the laneway to the parking lot for the businesses and in some instances, have blocked cars from leaving the parking lot. Mr. Sweet advised that temporary no parking signs have been installed until lines can be painted on the road in the Spring.

## **7. Unfinished Business**

### **7.1 Strategic Plan**

Inspector Angela Ferguson advised that the OPP Commissioner's Strategic Plan was announced and a two-day training on the plan took place on December 5 and 6, 2023. Ms. Ferguson explained that this will assist the local OPP in completing their priorities to align with the Commissioner's Strategic Plan. Ms. Ferguson advised that a Strategic Plan will be forthcoming.

## **8. Reports from Administration**

### **8.1 Monthly Report Ontario Provincial Police - November 2023**

Inspector Angela Ferguson advised that the top calls for service for the Town of Essex in November 2023 were property checks, community service, domestic calls, traffic enforcement, motor vehicle collisions, by-law calls, traffic complaints, R.I.D.E. programs, and alarm calls. Ms. Ferguson explained that the Town of Essex was the only municipality in the region that had mental health related calls and domestic calls in their top ten calls for service, but did not have thefts or suspicious persons, as all the other municipalities in the region had.

Ms. Ferguson further noted that there were 437 total calls for service, a slight increase for the month of November over the previous year and a 6.6% increase year-to-date across the County of Essex.

Inspector Ferguson stated that there was a 30% decrease in violent crimes in the month of November over the previous year, with a high clearance rate of 74.8%. She advised that the Town of Essex had a reduction of 1 violent crime in the month of November.

Ms. Ferguson reported a decrease of property crime for the Town of Essex and a decrease overall in the County of Essex by 28.2% over the previous year.

Inspector Ferguson further noted that there was a decrease in motor vehicle collisions in the Town of Essex which was consistent with the rest of the municipalities in the County of Essex. Ms. Ferguson attributed some of the decrease due to the good weather our region has been having lately. She advised that 58 collisions were diverted to the Collision Reporting Centre in November.

Ms. Ferguson reported that motor vehicle collision fatalities in 2023 have been lower than they have been in the past 5 years. Ms. Ferguson explained that the work of OPP officers and the notifications from members of the community who report suspicion of impaired driving are assisting in this matter.

Inspector Ferguson advised that there were 4 Administrative Drivers Licence Suspensions ("ADLS") in the Town of Essex and 2 Impaired and Exceed Offences for the month of November. Ms. Ferguson noted that the considerable increase in impaired driving charges across the County of Essex is due to an increase in R.I.D.E. checks and increased enforcement. She explained that numbers will continue to go up because of the added enforcement.

Inspector Ferguson noted that although there was an issue with Niche, the Provincial records management system, she was able to pull the information manually to report to the Essex Police Services Board. She also advised that the

November report would be corrected and presented at the next Essex Polices Services Board meeting.

Ms. Ferguson reported Criminal Code and Youth Criminal Justice Act ("YCJA") charges were at 9 for the Town of Essex in November and 204 for the County of Essex, while Provincial Offences Act charges were 65 in the Town of Essex and 429 in the County of Essex. She advised that there were no CDSA charges in any of the municipalities, with exception of Leamington.

Inspector Ferguson noted that there were 8 911 misdials, 14 false alarms, 17 R.I.D.E. programs, 46.25 foot patrol hours, and 9 Auxiliary service hours in the month of November.

**EPSB-01-03**

Moved By Karen Robertston

Seconded By David Kigar

**That** the report listed in Agenda Item 8.1 be received for information.

**Carried**

**9. Correspondence**

**9.1 Information Purposes Only from Ontario Association of Police Service Boards**

23-0081 CISO FATE Provincial Firearms Investigator Opportunity

23-0082 CISO Provincial Coordinator - The Office of Illicit Drug Intelligence  
Secondment Opportunity

23-0083 Seized Property Not Disposed of at the Conclusion of Criminal Proceedings

23-0084 Update on Police Record Check Process for Private Security and Investigative Services

23-0085 In force date of the Community Safety and Policing Act, 2019

**EPSB-01-04**

Moved By David Kigar

Seconded By Karen Robertston

**That** all of the correspondence listed in Agenda Item 9.1 be received.

**Carried**

**10. Adjournment**

**EPSB-01-05**

Moved By Karen Robertston

Seconded By David Kigar

**That** the meeting be adjourned at 3:46 PM.

**Carried**

**11. Future Meetings**

February 1, 2024, 3:30 PM to 5:30 PM

Location: 33 Talbot Street South, Essex, Council Chambers

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Chair

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Recording Secretary